



# REGISTRATION FORM

Effective January 2019

**Registration Fee:** \$100 per child initial and annual registration fee. All fees are non-refundable.

**D.O.B.** \_\_\_\_\_ **Child's Name** \_\_\_\_\_

Program: Infant: \_\_\_\_\_ Toddler: \_\_\_\_\_ Preschool: \_\_\_\_\_ Kids Club: \_\_\_\_\_ Preferred Start Date \_\_\_\_\_

**Mother/Guardian Name** \_\_\_\_\_

**Father/Guardian Name** \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Elementary School \_\_\_\_\_

**Mother's email** \_\_\_\_\_

**Father's email** \_\_\_\_\_

**Mother's Phone** \_\_\_\_\_ **Work** \_\_\_\_\_ **Cell Phone** \_\_\_\_\_

**Father's Phone** \_\_\_\_\_ **Work** \_\_\_\_\_ **Cell Phone** \_\_\_\_\_

**Tuition Includes:** Nutritional lunch and morning/afternoon snacks, week Spanish and Bible classes.

**Classroom Deposit:** A deposit equal to the first month's tuition is due upon receiving your child's acceptance letter for new students. This deposit is non-refundable, but will be applied once your child begins full time enrollment.

**Holiday Classes:** \$40.00 per day for students enrolled in Kid's Club. \$65 per day for non-students.

**TUITION** – Tuition is billed either **monthly** and is due by the **1<sup>st</sup>** or **semi-monthly** due by the **1<sup>st</sup>** and **15<sup>th</sup>** of each month. An 8% late payment fee will be assessed to your account for the unpaid balance on the 3<sup>rd</sup> business day after it is due. ACH (electronic debit from a checking account) is available to pay for tuition. **All checks should be made payable to The Chastain School.** For a description of late pick-up fees, please see the Parent Handbook. The Chastain School reserves the right to increase tuition and other charges upon one month's prior written notice.

**WITHDRAWAL** - The parent agrees to provide The Chastain School a minimum of 30 (thirty) day written notice of the last date of enrollment, and failure to do so will result in forfeiture of the tuition for the last month of enrollment. The obligation for full payment of tuition continues until the date indicated by the parent as the last date of enrollment.

**ABSENCES** – Tuition must be paid in full without deduction for absences of any length or for any reason, and without substitution of other days of attendance as "make up" days. This is necessary due to the staffing and operational expenses associated with the enrollment of each class.

**ACKNOWLEDGEMENT** – We have specifically reviewed each of the provisions of the document and hereby agree to comply with all of the provisions thereof, and I understand that these guidelines may change periodically.

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

### TCS Staff Use Only

**Amount of Registration Paid** \_\_\_\_\_ **Check#** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Room Assignment** \_\_\_\_\_